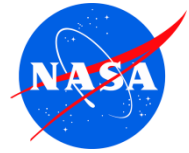


National Aeronautics and
Space Administration
Lyndon B. Johnson Space Center
2101 NASA Parkway
Houston, Texas 77058-3696



Reply to Attn of: BB-14-144

October 15, 2014

TO: All Prospective Offerors

FROM: Contracting Officer, International Space Station (ISS) Procurement Office

SUBJECT: Request for Proposal (RFP) NNJ14507542R Task Plan Guidance

On September 25, 2014, RFP NNJ14507542R was issued for the ISS Commercial Resupply Services 2 (CRS2) acquisition.

Clause II.A.26, Use of Government Property, Facilities, Assets, or Services, paragraph (b), provided direction to the potential Offerors regarding how support from a NASA Center or component facility would be obtained. Since release of the RFP, potential Offerors have expressed interest in using NASA facilities, equipment, and services in performance of the work they propose for the CRS2 effort.

During the blackout period, limited communications are allowed between industry and NASA for potential use of NASA facilities, equipment, and services the Offeror requests for its CRS2 effort. In order to protect the integrity of this competitive process, Offerors must use the enclosed "Senior Partnership and Space Act Agreement Point of Contact Listing" for all communications to ensure that any communications regarding such agreements are limited to providing information regarding the specific work requested by the Offeror. The work must be requested by the Offeror; NASA will not suggest or offer work other than the work requested by the Offeror. NASA's communications with Offerors will not include any assistance in preparing the Offeror's proposal, advice, or opinions on the Offeror's proposed design solution or approach for performing the work, or any information regarding the competition or its technical requirements.

Potential Offerors should utilize the procedures for obtaining NASA support as provided below in order to obtain use of any NASA property, facilities, assets, or services available from a NASA Center or component facility.

PROCEDURE FOR OBTAINING NASA SUPPORT

The following guidelines are provided for the preparation, coordination, and execution of Task Plans to potentially provide for the use of any Government property, facilities, assets, or services available from a NASA Center or Component Facility (a "Performing Organization") in the performance of the CRS2 Contract.

1. Each Task Plan under which a NASA Performing Organization is providing support must be on a separate Task Plan form.
2. Each Task Plan must be identified with a unique numbering system; i.e., your company initials and sequential Task Plan number (abc-01, abc-02, etc.) or a number supplied by the Performing Organization
3. The process of developing a Task Plan is initiated by contacting the Performing Organization point of contact, who will coordinate within his or her respective organization to identify the appropriate personnel needed to develop and finalize the Task Plan.
4. A Task Plan signed by authorized representatives of the Contractor and the Performing Organization represents a commitment by the Contractor and the Performing Organization to fulfill the requirements set out in the Task Plan.
5. Performance of the Task Plan will be managed by the Contractor, and the Contractor will be responsible for all costs associated with the performance of the Task Plan.

Any questions regarding this process should be sent in writing to the undersigned at omar.k.collier@nasa.gov.

Original signed by

Omar Collier
Contracting Officer

Enclosure

Enclosure

Senior Partnership and Space Act Agreement Point of Contact Listing

| NASA Center | SENIOR PARTNERSHIP CONTACTS | SAA CONTACTS |
|---------------------------------|---|--|
| Ames Research Center | Gary Martin, 650-604-2400 Director, New Ventures and Communication David Morse, 650-604-4724 Chief, Technology Partnerships Division | Robin Orans, 605-604-5875 |
| Dryden Flight Research Center | Chuck Rogers, 661-276-7572 Dryden Mission Director (Acting), Exploration & Space Technology | Chauncey Williams, 661-276-2404 |
| Glenn Research Center | Bryan Smith, 216-433-6703 Director of Space Flight Systems Directorate | Jon Arena, 216-433-8855 |
| Goddard Space Flight Center | Innovative Technology Partnerships Office 301-286-5810 Nona Cheeks, Chief, Innovative Technology Partnership Office Darryl Mitchell, Senior Technical Manager | Caroline Massey, 757-824-1959 |
| Jet Propulsion Laboratory (JPL) | Indrani Graczyk, 818-354-2241 Commercial Program Manager | Ray Wilkens, 818-354-6069 Theresa Moulse, 818-354-4529 |
| Johnson Space Center | Strategic Partnership Office Yolanda Marshall, 281-483-2422, Director Dwight Auzenne, 281-483-8041, Partnership Process Office Manager Bob Cort, 575-524-5521, Deputy Manager (WSTF) | Elizabeth Blome, 281-244-7121 Collin Hieger, 281-483-1803 Sheryl Reynolds (WSTF), 575-524-5138 |
| Kennedy Space Center | Center Planning & Development (CPD) Directorate Scott Colloredo, 321-867-2640, Director Tom Engler, 321-861-3127, Deputy Director Vicki Johnston, 321-867-3722, Partnership Development Office | Penny Chambers, 321-867-2671 Jennifer Stahre, 321-867-2843 |
| Langley Research Center | Development Office Christina Moats-Xavier, 757-864-3579, Director Kathy Dezern, 757-864-5704 Technology Gateway, 757-864-1178 | Sherri Yokum, 757-864-3739 Shawn Gallagher, 757-864-3257 |
| Marshall Space Flight Center | Flight Programs & Partnerships Office Jody Singer, 256-544-0612, Manager Stacy Counts, 256-544-6004 | Scott Jackson, 256-544-1304 |
| Stennis Space Center | Planning, Development, & Analysis Office/Project Directorate Robert Bruce, 228-688-1646 | Wendy Houser Bateman, 228-688-3440 |